

Memo to: White Plains Public Library Board of Trustees  
From: Libby Hollahan  
Date: Jan. 7, 2015  
Re: White Plains Library Foundation Report

**Fundraising:**

Annual Appeal is winding down; on par with last year. We also have a Trove Birthday Technology Fund giving program set up in The Trove and have received a number of gifts from families and kids.

**Grants:**

**--Shinnyo-en Foundation:**

The application for a second year of funding for the Collaborative Grant program will be submitted this week. Grant request is \$26,820; includes support for participation in the spring National Service Learning Conference and the summer Shinnyo-en Annual Retreat, as well as for the Eastview 6<sup>th</sup> grade visits to the Library this spring and a repeat of the Summer TV Production Workshops. Our Shinnyo-en Edge grant (\$50,000) was completed on Nov. 30, and provided \$29,000 for technology, \$15,000 for furnishings, and \$6,000 for programs. I will be submitting the final report on this grant by Jan. 31.

Part of our current "Collaborative Grant Program," there will be a Teen Community Service Film Festival in January 15 in The Edge. I am hoping some of you are able to attend. It will showcase the teen PSAs made in our summer TV production workshop, and include a community service activity benefiting Meals on Wheels of White Plains.

**--Allstate:** We recently co-sponsored an assembly at White Plains HS with a speaker, Mark Sterner, who talked about how he killed his three best friends in a drunk-driving accident during Spring Break. I will be working with Tim Baird and the Edge staff to plan safe driving programs for 2015.

**--Target:** Trove staff is using the \$2,000 grant to purchase new science-themed books.

**Events:**

Plans for our inaugural **Spelling Bee** are underway; Beth Roach and Beth Kava will co-chair. Scheduled for Friday, Feb. 27, 2015 (snow date Friday, March 6, 2015) at Highlands auditorium. Lawrence Otis Graham will be our "celebrity emcee." Sign-up deadline for teams is Jan. 31.

Our Fall 2015 Gala will celebrate the Foundation's 20<sup>th</sup> anniversary. The Foundation will be forming a Gala committee and a corporate outreach subcommittee in the next few weeks.

**Communications:**

Worked with Brian Kenney on a joint Library-Foundation newsletter and sent the first one in late December. Brian would like to do this monthly. The plan is to include Library content, links to events, etc., as well as information about Foundation events and news about Foundation-supported programs. We will be working on expanding the contact list.

**Foundation Administration:**

Audit is complete; was presented by Maier Markey at Dec. 17 Board Meeting. I am working with Diane Tabakman and Gail Schwartz to establish certain policies recommended by our auditors. A nominating committee, including Nick Wolff, Yuki Haynes and Paul Schwarz, has been set up and is in the process of putting together a slate of officers and directors for our Annual Meeting on March 4.

**White Plains Library Foundation  
Minutes of Board of Directors Regular Meeting  
November 19, 2014**

The regular meeting of the White Plains Library Foundation Board of Directors was called to order by President Nick Wolff at 9:07 a.m. in Galaxy Hall at the White Plains Public Library. Directors in attendance were: Jim Benerofe, Richard Hecht, Susan Hecht, Barbara Loucks, Beth Kava, Gregory Keenan, Marjolein Mooney, G. Frederick Perkins, Jr., Gail Schwartz, Paul Schwarz, J. Frederick Singleton, Diane Tabakman and Nick Wolff. Absent with notice were Denise D'Ambrosio, Yuki Haynes, Joan Kass, Brian Kenney, Richard Kaye and Assistant Library Director Kathy Degyansky. Also present were Foundation Executive Director Libby Hollahan, and Secretary to the Library Director, Sandra McDaniel.

**Minutes of Regular Meeting of October 22, 2014**

The minutes of the regular meeting of October 22, 2014 were approved on a MOTION by Fred Perkins, seconded by Diane Tabakman.

**President's Report**

President Wolff remarked that the board meeting schedule for 2015 that was included in board packets had an incorrect date for October 2015: It should be Wednesday, October **21** at 7 p.m. Mr. Wolff also reminded the Board of the next Finance Committee meeting which will be held on December 2 at 10 a.m.

President Wolff stated that a Nominating Committee had been formed with Directors Haynes, Schwarz, and himself to prepare for the Annual Meeting on March 4. Mr. Wolff asked the board pass on any suggestions for board membership to the Nominating Committee.

**Library Director's Report**

In Mr. Kenney's absence, Ms. Hollahan commented that Library Director Kenney recently attended the New York Library Association's conference and the White Plains Public Library was awarded a 2014 PLS Building Award for a Library serving over 20,000 people for its cost-effective and innovative renovation project. Ms. Hollahan stated that Mr. Kenney informed her that usually the New York Public Library or the Brooklyn Public Library received this award. Mr. Keenan suggested that we put up a banner announcing that we won this prestigious award and also use it as a vehicle to advertise the Library.

**Committee Reports**

Mr. Singleton reported on the Gala and said that it was a fun evening and he was impressed with the spirit of the evening and noted that the honorees speeches were well received. Mr. Singleton thanked the Gala Committee and Ms. Hollahan for all their efforts. Ms. Hecht commented that a final announcement should be made prior to the closing of the silent auction and Ms. Hollahan responded that she would incorporate this into next year's Gala.

Ms. Kava stated that the Spelling Bee Committee met this week and the Spelling Bee will take place on February 27 at Highlands School and March 6 was the snow date. Mr. Keenan wondered if the Spelling Bee could be taped and maybe sponsorships offered. Ms. Hollahan would check with White Plains Cable to see if they would be able to tape it and she will send out the Spelling Bee flyer online.

**Executive Director's Report**

Ms. Hollahan reported that revenue for the Gala had increased over the previous year due to a large contribution from TBS, a corporate sponsor. Ms. Hollahan noted that attendance was a little lower than last year, but we were also below in the expense budget. Ms. Hollahan will be putting together a photo gallery and thanked photographer, Steve Morton, for the photos. Libby Hollahan finalized the appeal letters and has targeted December 1 and 2 as days for the Board to personalize the letters. She also stated that she

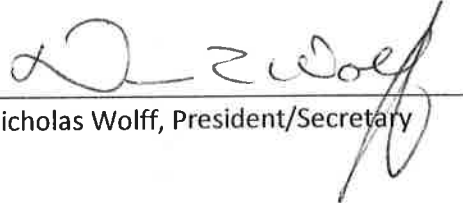
expects to reapply soon for the Shinyo-en grant for a collaborative program with the School District. This year it will also include funding for participation in the National Service Learning Conference in Washington, DC, in April. The Conference has accepted her proposal for a presentation on the collaborative grant. She noted that the Teen Community Service Film Festival, which was postponed from November 20 has a tentative new date of January 15, and the 6<sup>th</sup> grade visits have already been scheduled for May 2015.

Ms. Hecht asked if all monies had been received from the Doughraiser Event and Ms. Hollahan responded no and Mr. Keenan agreed to contact the restaurant to follow up.

#### **Treasurer's Report**

In Mr. Hecht summarized the restricted vs. non restricted accounts as well as his report. Treasurer Hecht noted that, as a follow-up to the recent Finance Committee meeting with Wells Fargo, they have reinvested certain funds into seven or eight different funds (ETFs) for more diversification as well as lower investment fees.

On a MOTION by Fred Perkins, seconded by Fred Singleton, the meeting was adjourned at 9:58 a.m.

  
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Nicholas Wolff, President/Secretary